

The City of  
**MADERA**



# JOIN OUR TEAM!

## Are you...

A self-starter who likes to keep busy with a variety of assignments?

Interested in municipal government and public service?

Detail oriented and well organized?

A team player who wants to contribute to the community?

## NOW RECRUITING FOR: Neighborhood Preservation Specialist I

**\$20.85 - \$23.61/hour**

Additional 2% COLAs July 2023, July 2024, & January 2025

\$1,500 lump sum July 2023 and 2024

### PRIMARY RESPONSIBILITIES

The Neighborhood Preservation Specialist I assists in the inspection of residential dwellings and commercial buildings to identify violations and to cite and enforce provisions of the City Municipal Code and California Health and Safety Code, and recommends improvements in neighborhoods with regard to unsafe and substandard buildings.

### QUALIFICATIONS

Education/Experience: 3 years experience working with the public in the interpretation and application of laws, codes, rules and procedures, and a high school diploma or equivalent.

License/Certificate: Valid Class C DL. Must complete PC 832 Laws of Arrest course within six months of hire (training to be provided by the City). Must complete Certified Basic and Advanced Code Enforcement Certificates from the Sacramento Training Center to be considered for promotion.

### EXAMINATION PROCESS

Only those applicants who meet the qualification standards of this position by the application filing deadline will be allowed to participate in the examination process. Examination scores determine standing on Civil Service eligibility lists. The City Manager, upon recommendation of the department head, will make the final selection and appointment from the established eligibility list.

The examination process may consist of the following parts: Application Package Review: Qualifying Only; Oral Interview 100% Weight Value. Candidates must earn a score of 70% or higher to be considered for the eligibility list.

Applicants who require special examination accommodations due to a disability should contact the Human Resources Department five (5) business days prior to any scheduled examination at (559) 661-5401.

Applicants may be eligible for Veteran's Preference Points (5 points) and should attach a DD214 to their employment application for consideration of this preference.

### APPLICATION FILING DEADLINE

3:00 pm Monday, May 22, 2023

# learn more



# madera.gov/apply



# COMPENSATION & BENEFITS



## LIFE INSURANCE

The City provides a \$25,000 life and accidental death and dismemberment policy along with \$5,000 dependent life. The employee may purchase additional supplemental life insurance for him/herself, spouse and/or dependents.

## MEDICARE

The City contributes an amount equal to 1.45% of the employee's salary; the employee also contributes 1.45%.

## LONG TERM DISABILITY

This city paid benefit provides up to 2/3-income protection.

## BILINGUAL INCENTIVE

English/Spanish for qualifying individuals and positions after passing annual bilingual test.

## DEFERRED COMPENSATION

The City offers a paid/vested contribution of 4.2% of base pay to one of two 457 plans offered to the employee. In addition, the employee may also contribute, though not required.

## EDUCATION INCENTIVE

General Bargaining Unit employees will receive a 3% incentive for an approved Bachelor's Degree and certain certifications. Employees are also eligible for reimbursement of up to \$2,400 per fiscal year for college expenses.



## SALARY

Compensation and benefits for the Neighborhood Preservation Specialist I position are defined in the Memorandum of Understanding between the City and the General Bargaining Unit, as well as the City's Personnel Rules. The City pays its employees every 2 weeks, or 26 times per year. The bi-weekly pay rates for this position are shown below.

Effective 6/17/23		
Step A	\$1,668.47	\$1,701.84
Step B	\$1,752.21	\$1,787.25
Step C	\$1,839.66	\$1,876.45
Step D	\$1,931.88	\$1,970.52
Step E	\$2,028.34	\$2,068.91
Step F	\$2,129.58	\$2,172.17

## RETIREMENT

The City participates in the CalPERS defined benefit retirement system. Retirement formulas and contributions are as follows. The terms "Classic Member" and "New Member" are as defined by CalPERS.

### Classic Members employed with the City prior to 10/20/2012

- 2.5% at 55 formula, single highest year final compensation
- Employee Contribution paid by the employee pre-tax: 3.375%

### Classic Members employed with the City on or after 10/20/2012

- 2% at 60 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 3.375%

### New Members employed with the City on or after 1/1/2013

- 2% at 62 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 7%
- Employee Contribution paid by the employee pre-tax will increase to 7.75% effective 7/1/23

## HEALTH INSURANCE

The City contributes a monthly amount for the employee to use to purchase health, dental and vision coverage. For medical coverage, the City contracts with Anthem and Kaiser. Dental insurance is through Delta Dental and vision coverage is through Superior. The City's contribution covers 100% of the health, dental, and vision premium for the employee and family on both the Anthem and Kaiser Core Plans.

## EMPLOYEE ASSISTANCE PROGRAM

The City of Madera offers an employee assistance program or employees and dependents that provides counseling and other services for dealing with life's challenges at no cost to the employee.

## PAID LEAVE

The City of Madera offers a generous paid leave program, including paid holidays, sick leave, and vacation. Holiday Closure without loss of pay between Christmas Day and New Years Day.

## GENERAL INFORMATION

Applications may be obtained from the City's website [www.madera.gov/apply](http://www.madera.gov/apply) or by calling the City's Human Resources Department at (559) 661-5401. Applications must be submitted to the City's Human Department prior to the application deadline. Appointment will be contingent upon an extensive background check, pre-employment physical and drug screen. The City of Madera is an equal opportunity, drug free, and affirmative action employer.